

**Memorandum of the Meeting
Twenty-Seventh Town Council
Regular Study Session
Monday, February 6, 2012**

Silent Roll Call: Councilors Bernie Zemen; Mark Herak. Dan Vassar; Brian Novak; and Konnie Kuiper were all present. A quorum was established.

The Clerk-Treasurer, Michael W. Griffin, was present to memorialize the meeting.

Also present: Commander George Georgeff, Metropolitan Police Department; John M. Bach, Public Works Director; Katy A. Dowling, Deputy Clerk-Treasurer; and Alex M. Brown, CPRP, Superintendent of Parks and Recreation were also present.

Ed Dabrowski, IT Coordinator (Contract), Erich Swisher, Police Officer and Bruce Luyster, Public Works Department were also present.

General Substance of Matters Discussed

1. The Town Council and the Clerk-Treasurer discussed the ways and means regarding the provision of either a one-time premium or bonus and or a general salary increase for full-time workforce.

The Clerk-Treasurer further indicated that bonuses could be supported from non-recurrent resources, but general salary increases required a recurrent income source. He further indicated that no recurrent revenue could be identified generally. Further, the Clerk-Treasurer reported that for each \$500 of bonus, the cost currently with a full-time workforce standing at 110, would cost \$62,714. The Clerk-Treasurer further noted that the only place with unobligated resources was the Cumulative Capital Development Fund.

The Clerk-Treasurer further indicated that a 1% increase across all full-time wages would cost in excess of \$109,000 across all funds, with 55% coming from property tax supported funds. The Clerk-Treasurer indicated he might be able to better indicate what if any raise could be supported once he received the final budget order from the Department of Local Government Finance.

The Clerk-Treasurer revealed that for the first time in many years, it appears that the Town will not be in need of temporary cash follows loans, meaning that there would be no need for TAWs and no need for the interest currently budgeted to support this. Owing to this, the budgeted loan interest could be made available for the unfunded amount of the insurance increases in each department. However, the Clerk-Treasurer suggested that there would be little left for any general increase from any unused portion.

(It was noted that departments budgeted at 12% and the health insurance premiums were raised by 14.2%. The Town Council determined previously it would not modify the deductibles from the current \$250 single and \$500 per family to ameliorate that increase.)

The discussion included exploring the revenue augmentation that may ensue from the application of a *return on investment rate or rate component, for both the Water and Sewage, which would provide or generate additional money to be used of a general nature.*

This would mean that included in any rate increase for the utilities, that a portion would be set aside to be transferred to the civil government for use as general revenue.

The discussion included an examination of the use of the Municipal Cumulative Capital Development Fund for the radio operators, believing it would eliminate stress from the General Fund.

The discussion included a solicitation from the department heads or their designees present regarding new sources of money that may be raised. Charging for certain services that presently have no added user charge was explored by the Public Works Director and the Superintendent of Parks and Recreation. The discussion included whether a swimming pool or renting for indoor soccer would produce revenues.

The discussion included generating revenue from a differential on towing fees associated with an arrest and having fees for backflow testing.

The Clerk-Treasurer reported that there could be available non-recurrent sources located in the Municipal Cumulative Capital Development Fund but no recurrent resources located there.

It was further noted that it was desirable by both the Clerk-Treasurer and the Town Council that a two-percent general salary increase across for all employees if possible. It was further noted that the issue would be revisited following the receipt of the final budget order from the Department of Local Government Finance.

2. The Town Council discussed briefly the possible use of Spyglass for its services regarding the reduction in telecommunications bill. The IT Director indicated based upon his experience in Griffith, the Town utilized its services and found it needed to pay added fees that consumed any savings.
3. The Town Council and Konnie Kuiper inquired with the Parks and Recreation Superintendent regarding the excavation and construction associated with the Soccer Field at Sheppard Park, along Kleinman Avenue. It was noted that the delay was in part attributable to muddy conditions.
4. The Town Council discussed some of the pending appointments for the remaining positions. The discussion included several candidates for the available positions. It was noted that a vacancy was anticipated in the Board of Sanitary Commissioners owing to the anticipated hiring of one of its members for the newly created position of Assistant Public Works Director. It was noted that Councilor Vassar indicated that he would contact the Council President by phone to report on appointments that may be ready for Council action.

There being no further business to discuss, the regular study session of Monday, February 6, 2012 was adjourned at 8:26 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer